

Carlisle Housing Authority

Meeting Minutes

October 28, 2013

Present: Alan Lehotsky, Chair; W. Randall Brown; Carolyn Ing, and Elizabeth DeMille Barnett, Housing Coordinator.

1. Meeting called to order at 7:40 p.m.

2. Community Input. None

3. Old Business

A. NOAH Benfield

i. **Project update** Alan Lehotsky reported that NOAH had contacted the Housing Authority (CHA) to share that it was reviewing equipment and electricity generation proposals from vendors for solar panels to be installed on the roof(s) of the senior housing. The purpose of installing the panels was for the generation of “green” electricity. Mr. Lehotsky also reported that significant paving had been completed and that the landscaping was being installed.

ii **Lottery and Rental Schedule.** Elizabeth DeMille Barnett reported that parallel to this construction activity, NOAH’s subcontractor Peabody Management was processing resident applications from the September lottery. She reported Peabody Management resident interviews were to begin tomorrow (11/29) in Town Hall and that she had coordinated space for a two-week period. She noted that NOAH continues to accept applications for Benfield Farms senior housing.

iii. **Benfield Farms construction site visit.** John Luther, Building Commissioner has offered to provide a construction site visit for CHA members on Saturday, November 16. Carolyn Ing said that she would be unable to attend.

B. Affordable Housing Trust (CAHT) Master Planning Design Services for 338 Bedford Road. Mr. Lehotsky reported that the next CAHT Master Planning Design charrette will be held on Wednesday, November 6th. The Abacus [architects + planners] in collaboration with Ryan Associates and Samiotes Associates design team will be returning with concept plans based upon input at the first October 9th charrette. Ms. Ing said that she plans to participate in the charrette on behalf of the CHA. Steven Pearlman also is scheduled to participate on behalf of the board. W. Randall Brown expressed interest in participating and planned to attend.

4. New Business

- A. **Proposed Long Ridge Road Chapter 40B housing development, Jeffrey Brem, developer.** Mr. Lehotsky reported that he had received a message from Timothy Goddard, Town Administrator on behalf of the Board of Selectmen (BOS), requesting that Town boards send their comments and/or input to them on the proposed Long Ridge Road housing development by November 8th. In his message, Mr. Goddard said that the BOS were planning on making a decision at their, November 12 meeting, as to whether or not they supported Mr. Brem's request that the Town file a joint Department of Housing and Community Development Local Initiative Program (LIP) application with him, as the Long Ridge Road developer. Mr. Brem has said that if the BOS do not support his project as a LIP, he plans to apply for a Chapter 40B site eligibility letter from MassHousing.

Mr. Lehotsky offered to draft a letter based upon the October 15, CHA discussion about the proposed Long Ridge Road development. He said that it was important to note that this was not the project that the CHA would want to have, as its preference was rental family housing; but that the development appeared to be a reasonable attempt at a Chapter 40B from an environmental and size perspective. Unlike some of the developments in neighboring communities, Mr. Brem was not proposing 200+ units. Additionally, the development would provide five affordable units, market rate homes which would be sold for less than a million dollars, unlike the other market rate homes being built. Following discussion, the consensus of the meeting was that Mr. Lehotsky would draft the letter on behalf of the CHA, with Ms. Barnett's assistance, and that this letter would be circulated to the board. There would be no discussion, but baring no objections to his letter, the letter would be provided to the BOS.

- B. **338 Bedford Road Department of Developmental Services (DDS) Housing.** Mr. Lehotsky reported that at its October 22 meeting, the CAHT had agreed to allow the CHA develop the ground lease Request for Proposal for DDS housing to be built on the 338 Bedford Road property and to handle the procurement (upon CAHT approval of the RFP). Following discussion, Mr. Lehotsky requested that Ms. Barnett consult with Town Counsel about legal issues surrounding the development of a ground lease RFP.

6. Next Meeting Dates: Monday, November 25, and Monday, December 9.

7. Meeting adjourned at 9:15 p.m. Motion by Ms. Ing, seconded by Mr. Brown, passed unanimously.

Respectfully submitted by Elizabeth DeMille Barnett, Housing Coordinator